

**St. Tammany Parish Development District  
Board of Commissioners Meeting  
Minutes | April 18, 2024**

**Present:** Joan Coffman, Mimi G. Dossett, Mike Gambrell, Albert M. Hamauei, Bruce Javery, Ross Lagarde, Paul Myers, IV, Louis Ochoa, Eric Schouest , Dr. William Wainwright

**Absent:** Elder Brown, III

**Staff:** Chris Masingill, Timothy Billiot, Kyle Buckley, Vincenzo Caronna, Sharon DeLong, Ashley Llewellyn, Keith Espadron, Dee Polk-ERC Fellow

**Counsel:** Mark Balkin | Hardy Carey Chautin & Balkin

**Guests:** None

President Wainwright called the meeting to order at 3:01 p.m. Commissioners present established quorum.

**PUBLIC COMMENT PERIOD**

No public comment on any agenda item.

**CONSENT AGENDA**

With no modifications, the Consent Agenda, which consisted of the March BOC meeting minutes, YTD financial statements, and a letter of engagement from Griffin & Furman, was approved. *Albert Hamauei, seconded by Mike Gambrell, motioned to approve the consent agenda as presented. All were in favor. Motion passed.*

**NEW BUSINESS**

**FY 223/24 Proposed Budget Amendment**

As the Executive Summary and the proposed amendment were included in the board packet emailed previously, Masingill detailed items of the greatest change in the budget. With no questions from Commissioners, *Mike Gambrell, seconded by Louis Ochoa, motioned to approve the amended budget. All were in favor. Motion passed.*

**Office Relocation Letter of Intent & Budget**

Masingill detailed the current architectural rendering and revisions to be made. The landlord is moving forward with the exterior cosmetic modifications outlined in the executed letter of intent. Masingill presented the proposed budget for the location, noting areas of contingency and how the costs were to be funded. *Paul Myers, seconded by Mimi Dossett, motioned to approve the relocation budget. All were in favor. Motion passed.*

**Contract for Services – Hub Spot**

Masingill laid the historical groundwork of the website since its inception in 2019, which now facilitates eight separate platforms. With several IT issues with the current site host, a refresh is needed that will mitigate all current technical issues, as well as feature some additional components. He stated that Billiot performed extensive research on local, state, and national website firms and found that Hub Spot not only outperformed other firms, but also purports cost savings over the current website management firm. Masingill reported on a name revision to St. Tammany Economic Development Corporation, which will be included in the website refresh, the next iteration of the strategic plan, and the new office location. *After a brief discussion, Joan Coffman, seconded by Eric Schouest, motioned to approve the contract. All were in favor. Motion passed.*

**Letter of Agreement – Vision First Advisors (VFA)**

Masingill stated VFA will lead the effort on the THRIVE 2023 strategic plan, and this agreement will produce a three-year plan for the next iteration of THRIVE. Llewellyn added that the plan will incorporate ongoing activities relative to data, KPIs, and external impact. Masingill added that a board retreat will be scheduled so

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Commissioners have an opportunity to add their input. A draft plan is anticipated in the third quarter. *After a brief discussion, Mike Gambrell, seconded by Mimi Dossett, motioned to approve the letter of agreement. All were in favor. Motion passed.*

**OLD BUSINESS – None**

**EXECUTIVE UPDATE**

**Staff Updates**

With no questions on the activity report, Masingill introduced Economic Recovery Fellow, Deeneaus “D” Polk, who comes to us through a rigorous mutual selection process facilitated by IEDC. Polk reported on his background in workforce development and apprenticeships and felt an immersion in economic development was the next step in his career aspirations. Polk will be working with Washington and St. Helena parishes with a goal to create and deploy an economic development strategy in each of these parishes.

**Stom Activation and Response**

As a best practice of being involved with local governments during and after a natural disaster, Masingill reported on his participation with the parish Emergency Operations Center (EOC) after the recent storms in Slidell. He detailed aspects of unique role economic development with government partners adding real-time problem solving and resource connectivity in the wake of disasters.

**Strategic Initiatives**

**STartUP Northshore**

Masingill noted with the fourth cohort in process, it is time to update the MOU with Idea Village. Recruitment efforts have begun for the launch of the Catalyst Council to identify resources, enhance programming, and foster relationships for entrepreneurial ecosystem. Several key community stakeholders have already been confirmed.

**Governmental Partners Update**

Masingill reported Parish Council Chair, Arthur Laughlin, along with Parish Council, have named an economic development committee. The first priority for this committee is conducting a significant, comprehensive housing study which STC will project manage.

**Economic Development Update**

**Site Selectors Guild Annual Conference**

Masingill recognized Cleco as a champion of economic development as they hosted recently appointed Secretary of LED, Susan Bourgeois in a monumental reception during the conference. Schouest noted that Cleco CEO would like to schedule time with STC to learn more about our local economic development best practices.

**Project Pipeline**

Project Skywalker – With the potential of a \$24 Billion project that will impact two generations of workforce employment, this project has already been awarded \$100 million in recent contracts and added forty new jobs. Masingill noted the need for resources to hire a Project Manager specifically for this venture. Company officials will schedule a presentation at a later date.

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Gulf South Commerce Park – The project video was presented at the recent Site Selectors Guild annual conference, which was viewed by the Commissioners and staff. Construction on the water tower is in process.

Other News

- Southeastern Louisiana University College of Business Executive Business Forum will be held on April 25, 2024 at the Castine Center in Mandeville. Contact Ashley Llewellyn if you would like to attend,
- State of the Economy Event On July 18, 2024, the organization will host an inaugural economic development summit focusing on healthcare, AI, and technology. The keynote speaker is Pete November, CEO of Ochsner Health.
- Mark Balkin reported on legislation to create an exemption to the Public Records Act. Wainwright stated the District would take no position on the legislation.

**ANNOUNCEMENTS**

- Annual Ethics Requirements are due.
- Next Meeting: 3pm-5pm, Thursday, May 16, 2024 | 21489 Koop Drive, Mandeville LA

**ADJOURN**

*The meeting adjourned at 5:00 pm. on a motion by Mimi Dossett, seconded by Eric Schouest. All were in favor. Motion passed.*

Minutes reviewed and submitted by the STC Staff.